



COUNTY OF LOS ANGELES

DEPARTMENT OF PARKS AND RECREATION

*"Creating Community Through People, Parks and Programs"*

Russ Guiney, Director

April 18, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF APPROPRIATION ADJUSTMENT AND  
AUTHORIZATION FOR THE INTERNAL SERVICES DEPARTMENT  
TO ISSUE PURCHASE ORDERS FOR THE PURCHASE AND INSTALLATION  
OF EQUIPMENT AT VARIOUS PLAY AREAS  
(First, Second, Fourth and Fifth Districts, 3-Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Find that the installation of play area equipment at various play areas is categorically exempt from the California Environmental Quality Act (CEQA) according to a Section of the State CEQA Guidelines and a Class of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, cited herein.
2. Approve the Department of Parks and Recreation's request and authorize the Internal Services Department (ISD), as the Purchasing Agent, to issue purchase orders for the purchase and installation of equipment for various play areas as follows:

- City Terrace Park Play Areas (C.P. No. 69281)
- Amelia Mayberry Park Play Areas (C.P. No. 69283)
- Roosevelt Park Play Areas (C.P. No. 69286)
- San Angelo Park Play Areas (C.P. No. 69288)
- Sunshine Park Play Areas (C.P. No. 69289)
- Whittier Narrows Park Play Areas (C.P. No. 69291)
- Mona Park Play Area (C.P. No. 69341)
- Steinmetz Park Play Area (C.P. No. 69461)
- Arcadia Park Play Area (C.P. No. 69471)
- Castaic Park Play Area (C.P. No. 69472)
- Charter Oak Park Play Areas (C.P. No. 69470)

- San Dimas Park Play Area (C.P. No. 69468)
3. Approve the attached appropriation adjustment to adjust funding to the various projects based on current estimated costs.
  4. Approve the Youth Employment Plan for Whittier Narrows Park Play Areas (C.P. No. 69291), Steinmetz Park Play Area (C.P. No. 69461), and Charter Oak Park Play Areas (C.P. No. 69470), and for Gloria Heer Park Play Area (C.P. No. 69342), which has already been included.

### **PURPOSE OF RECOMMENDED ACTION/JUSTIFICATION**

Approval of the recommended action will allow ISD in its capacity as the County's Purchasing Agent, to issue purchase orders in order to complete the improvements.

The play area renovations will provide replacement of both non-compliant play equipment and surfacing with new play equipment and new impact attenuating surfacing systems that will meet all applicable State laws for playground safety including ADA accessibility at 30 play areas located at 12 facilities (see attachment A).

The acquisition of the equipment for these projects falls under the statutory authority of the County's Purchasing Agent. However, because of the specialized nature of the installation and the need to meet certain code requirements, the service component associated with installation labor costs may exceed the authority of the Purchasing Agent. Therefore, Board approval is required for the Purchasing Agent to proceed with this aspect of the acquisition.

Due to the nature of the project, employing at-risk youth on these projects is not feasible.

### **Implementation of Strategic Plan Goals**

Approval of the recommended action supports County Strategic Plan Goal No. 4, Fiscal Responsibility, Goal No. 5, Children and Families Well-Being and Goal No. 6, Community Services, by providing for installation of new playgrounds for children in the unincorporated areas.

### **FISCAL IMPACT/FINANCING**

The play area projects were originally budgeted based upon a lump sum estimate for a particular size. Individual site conditions and final design to fit the location requires the Department to adjust the amounts at the individual locations. Upon your Board's approval for the attached appropriation adjustment and the related item from the

Regional Park and Open Space District, sufficient funds will be available for the play areas under the assigned CP numbers.

Attachment A outlines the original budget and revised budget for each site and provides the source of funds for each project.

### **Operating Budget Impact**

The Department of Parks and Recreation has estimated increases to its operating budget based on the individual projects. The increased costs represent staff time and supplies for maintenance and daily safety inspections of the play areas. The estimated ongoing operating costs associated with each play area are \$12,000 annually, including \$6,000 for staff to conduct safety inspections and \$6,000 for maintenance staff and supplies. The cumulative ongoing cost to maintain, operate, and inspect the thirty-one (30) play areas located at the thirteen (12) facilities (see Attachment A) is \$360,000 annually.

The Department is working with the Chief Administrative Office to determine the appropriate level of operations and available funding. Parks and Recreation anticipates the costs to be incurred beginning in Fiscal Year 2006-2007 and has included these costs in its Annual Budget Request.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Based on traditional play areas that have been bid so far, the labor portion for purchase and installation has been nearing the 30 percent threshold. Therefore, the Department is requesting ISD be authorized to issue the purchase orders for the traditional play areas if the labor exceeds 30 percent.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750. The County of Los Angeles has met its Youth Employment Goal; however, the Department continues to actively pursue employment opportunities for at-risk youth on all construction projects. The attached Youth Employment Plan (see Attachment B) indicates that employing youth on these projects is not feasible due to the nature of the projects. The plans and specifications encourage the contractor to employ at-risk youth on this project.

### **ENVIRONMENTAL DOCUMENTATION**

The play area renovations are categorically exempt from CEQA according to Section 15302 (c) of the State CEQA Guidelines and Class 2 (e) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November

17, 1987, because the project provides for the replacement of existing structures or facilities.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of these actions will not have an impact on any other current services or projects. The play areas will be temporarily closed during installation of the new equipment. Signs will be posted and communities will be notified in advance.

The renovations to the play areas will provide new play equipment and facilities that fully meet all applicable State laws for playground safety including ADA accessibility.


**CONTRACTING PROCESS**


This is a commodity purchase under the statutory authority of the County Purchasing Agent. The purchase will be requisitioned through and accomplished by the Purchasing Agent in accordance with the County's Purchasing policies and procedures, established by the Internal Services Department.

**CONCLUSION**

Please instruct the Executive Office-Clerk of the Board to return three conformed copies of this action to Parks and Recreation and one conformed copy each to the Chief Administrative Office, Capital Projects Division, and ISD.

Respectfully submitted,

  
Russ Guiney  
Director

  
David E. Janssen  
Chief Administrative Officer

RG:KW

c: Executive Officer (22)  
Chief Administrative Office  
County Counsel  
Internal Services Department

# Attachment A

<u>Project Name</u>	<u>C.P. No</u>	<u>Funding</u>		<u>Estimated Operating Cost</u>
		<u>Original</u>	<u>Revised</u>	
City Terrace Park Play Areas (2 play areas)	69281	Prop 40 PC: \$428,000	Prop 40 PC: \$500,000	\$24,000
Amelia Mayberry Park Play Area (1 play area)	69283	Prop 40 PC: \$105,000 VLF: 43,000 148,000	Prop 40 PC: \$105,000 VLF: 43,000 148,000	\$12,000
Roosevelt Park Play Areas (4 play areas)	69286	Prop 40 PC: \$428,000	Prop 40 PC: \$500,000	48,000
San Angelo Park Play Areas (1 play area)	69288	Prop 40 PC: \$250,000	Prop 40 PC: \$250,000	\$12,000
Sunshine Park Play Areas (1 play area)	69289	Prop 40 PC: \$250,000	Prop 40 PC: \$250,000	\$12,000
Whittier Narrows Park Play Areas (6 play areas)	69291	Prop A: \$642,000 Prop 12 RZH: \$500,000 \$1,142,000	Prop A: \$642,000 Prop 12 RZH: \$500,000 \$1,142,000	\$72,000
Mona Park Play Area (2 play areas)	69341	Prop 40 RZH: \$214,000	Prop 40 RZH: \$450,000	\$24,000
Gloria Heer Park Play Areas (1 play area) Project completed	69342	Prop A: \$130,000 Prop 12 RZH: \$298,000 \$428,000	Prop A: \$60,000 Prop 12 RZH: \$132,000 \$192,000	\$0
Steinmetz Park Play Area (3 play areas)	69461	Prop A: \$65,000 Prop 12 RZH: \$149,000 \$214,000	Prop A: \$135,000 Prop 12 RZH: \$315,000 \$450,000	\$36,000
Arcadia Park Play Areas (1 play areas)	69471	Prop 40 PC: \$428,000	Prop 40 PC: \$428,000	\$12,000
Castaic Park Play Areas (6 play areas)	69472	Prop 40 PC: \$642,000	Prop 40 PC: \$642,000	\$72,000

# Attachment A

<u>Project Name</u>	<u>C.P. No</u>	<u>Funding</u>		<u>Estimated</u>
		<u>Original</u>	<u>Revised</u>	<u>Operating Cost</u>
Charter Oak Park Play Areas (1 play area)	69470	Prop A: \$428,000	Prop A: \$428,000	\$12,000
San Dimas Park Play Area (2 play areas)	69468	Prop 40 Spec: \$428,000	Prop 40 Spec: \$428,000	\$24,000

## **ATTACHMENT B**

# **APPROVAL OF APPROPRIATION ADJUSTMENT AND AUTHORIZATION FOR THE INTERNAL SERVICES DEPARTMENT TO ISSUE PURCHASE ORDERS FOR THE PURCHASE AND INSTALLATION OF EQUIPMENT AT VARIOUS PLAY AREAS**

## **YOUTH EMPLOYMENT PLAN**

### **BACKGROUND:**

The play area renovations will provide replacement of non-compliant play equipment and surfacing with new play equipment that will meet all applicable State laws for playground safety including ADA accessibility.

Board policy requires departments to obtain Board approval for the purchase and installation of equipment if the labor costs associated with the installation of the equipment exceeds 30 percent of the total purchase order amount. Because of the specialized nature of the installation and the necessity to meet certain code requirements, the labor costs associated with the installation of equipment as part of these projects has exceeded the 30 percent threshold. Therefore, we are requesting your Board's approval to allow ISD to issue the purchase orders.

### **Tasks that may be performed by At-Risk Youth:**

No tasks may be performed by at-risk youth due to the nature of the project.

### **Estimated Cost of Youth Employment:**

N/A

### **Method of Youth Employment:**

N/A

### **Youth Employment Goal:**

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The County of Los Angeles has met its Youth Employment Goal; however, Parks and Recreation continues to actively pursue employment opportunities for youth on all construction projects. At-risk youth employment accomplished to date is as follows:

**Accomplished**

Project Support	\$ 849,717
Maintenance	\$ 269,680
Other New Youth Employment (various parks and County programs)	<u>\$23,250,485</u>
<b>Total At-Risk Youth Employment</b>	<b>\$24,381,153</b>

COUNTY OF LOS ANGELES  
REQUEST FOR APPROPRIATION ADJUSTMENTDEPT'S.  
No. 600 - 08

DEPARTMENT OF Parks and Recreation

March 28 19 2006

## AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

3 - Vote Matter

See Attached

Justification: Adjustments are necessary to increase funding to the projects in order to provide sufficient funds for purchase order contracts that relate to the various play areas.

*Ahmed Bahbah*  
Ahmed Bahbah, Accounting Officer III

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR—

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

April 6, 2006 19

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

19

AUDITOR-CONTROLLER BY

No. 300

MARCH 28 2006

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

**APPROVAL OF APPROPRIATION ADJUSTMENT AND  
AUTHORIZATION FOR THE INTERNAL SERVICES DEPARTMENT  
TO ISSUE PURCHASE ORDERS FOR THE PURCHASE AND INSTALLATION  
OF EQUIPMENT AT VARIOUS PLAY AREAS  
(First, Second, Fourth and Fifth Districts, 3-Vote Matter)**

**Appropriation Adjustment**

**FINANCIAL SOURCES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Salazar Park (1)  
Play Areas  
Building and Improvements  
A01 – CP – 69287 – 6014  
\$77,000 Decrease Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
City Terrace Park (1)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69281 – 882B  
\$72,000 Increase Revenue Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Valleydale Park (1)  
Play Areas  
Building and Improvements  
A01 – CP – 69290 – 6014  
\$67,000 Decrease Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Roosevelt Park (1)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69286 – 882B  
\$72,000 Increase Revenue

**FINANCIAL USES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Salazar Park (1)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69287 – 882B  
\$77,000 Decrease Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
City Terrace Park (1)  
Play Areas  
Building and Improvements  
A01 – CP – 69281 - 6014  
\$72,000 Increase Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Valleydale Park (1)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69290 – 882B  
\$67,000 Decrease Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Roosevelt Park (1)  
Play Areas  
Building and Improvements  
A01 – CP – 69286 - 6014  
\$72,000 Increase Appropriation

## **FINANCIAL SOURCES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Athen Park (2)  
Play Areas  
Building and Improvements  
A01 – CP – 69293 – 6014  
\$109,000 Decrease Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Campanella Park (2)  
Play Areas  
Building and Improvements  
A01 – CP – 69337 – 6014  
\$127,000 Decrease Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Mona Park (2)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69341 – 882B  
\$236,000 Increase Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Gloria Heer Park (4)  
Play Areas  
Building and Improvements  
A01 – CP – 69342 – 6014  
\$236,000 Decrease Appropriation

## **FINANCIAL USES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Athen Park (2)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69293 – 882B  
\$109,000 Decrease Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Campanella Park (2)  
Play Areas  
Rev: State Prop 40/CP  
A01 – CP – 69337 – 882B  
\$127,000 Decrease Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Mona Park (2)  
Play Areas  
Building and Improvements  
A01 – CP – 69341 - 6014  
\$236,000 Increase Appropriation

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Gloria Heer Park (4)  
Play Areas  
Rev: State Prop 12/CP  
A01 – CP – 69342 – 882A  
\$166,000 Decrease Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Gloria Heer Park (4)  
Play Areas  
Rev: Reg Park & Open Space DT/CP  
A01 – CP – 69342 – R400  
\$70,000 Decrease Revenue

**FINANCIAL SOURCES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Steinmetz Park (4)  
Play Areas  
Rev: State Prop 12/CP  
A01 – CP – 69461 – 882A  
\$166,000 Increase Revenue

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Steinmetz Park (4)  
Play Areas  
Rev: Reg Park & Open Space DT/CP  
A01 – CP – 69461 – R400  
\$70,000 Increase Revenue

**FINANCIAL USES:**

Department of Parks & Recreation  
Capital Projects/Refurbishments  
Steinmetz Park (4)  
Play Areas  
Building and Improvements  
A01 – CP – 69461 - 6014  
\$236,000 Increase Appropriation

**JUSTIFICATION:** Adjustments are necessary to increase funding to the projects in order to provide sufficient funds for purchase order contracts that related to the various play areas.